

22 July 1957

MEMORANDUM FOR THE RECORD

SUBJECT: OCI Handbooks

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1. A meeting was held at OCI on Friday, 19 July 1957. 25X1A9a
The following were present: [REDACTED] AD/CI, [REDACTED] n, 100
DAD/CI, [REDACTED], AD/BI. The purpose of the discussion was a
proposal by OCI to transfer responsibility for preparation of OCI Handbooks
to OBI to be developed as an interagency publication under the NIS Program.
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2. [REDACTED] said that with the cut in OCI's T/O the Office
was having difficulty in maintaining the OCI Handbooks which now number
more than 100 and are being maintained annually. He said that there were
two other factors that led to OCI's view that the handbooks should be made
an interagency responsibility. In the first instance, the ACSI Department
of Army indicated that the OB figures put out by Army did not agree with
the handbook OB figures. While Army did not suggest that they contribute
to the handbooks in order to correct these figures, it was OCI's opinion
that such would be necessary if full correlation were to be developed.
In the second instance State has indicated an interest in getting the hand-
books out to some of their embassies. Since the OCI handbooks are
informal compilations for internal CIA use only, there are difficulties
in disseminating these handbooks outside of CIA. [REDACTED] indicated 25X1A9a
that the present dissemination was about 200 copies of which a few were
sent to the other agencies.

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3. I indicated that OBI would be agreeable to take over this
responsibility were adequate capabilities assigned to the Office for the job. 25X1A9a
Before so doing, however, I suggested, and it was agreed to by [REDACTED]
and later by [REDACTED] that a feasibility and capability staff study
should be made by representatives of OCI, OBI, and Management Staff
to backstop any proposal going to the DD/I. This staff study is to be 25X1A9a
undertaken on Wednesday, 24 July, and I have appointed [REDACTED] 25X1A9a
as my representative on this survey team. I understand that Mr. [REDACTED]
will be the Management Staff representative.


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4. I indicated also that transfer of this responsibility from an Office to an interagency procedure involved complications and would require, in my opinion, a central staff in OBI to prepare contributions from the IAC agencies for the handbook series. The size of such a central staff will be the subject of the capability part of the staff study. I further indicated that the present method of producing the handbooks within one office which has all capabilities for this purpose is the most efficient method that could be developed. For reasons indicated above, it was still considered by OCI that placing the handbooks into interagency production would serve the intelligence community far better than the present series could do.

5. It was understood by all present that the staff study to be undertaken will be approved by both AD/CI and AD/BI before the proposal goes to the DD/I for approval. If approved, I would then lay it before the NIS Committee for agreement and implementation by the member agencies.

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